



**Special Board of Directors Meeting  
March 31, 2022  
6:00 pm  
Virtual: Zoom  
  
Meeting Minutes**

**I. OPENING OF MEETING**

a. Call to Order.

The Special meeting of the Board of Directors of the Mountain View Fire Protection District was held on March 31, 2022, virtually and was called to order by Vice President Laura McConnell at 6:00 pm.

b. Roll Call.

The following Board members attended the meeting:

Director McConnell, Director Whitlow, Director Bloom, and Director DeVenny.

Director Whitlow moved to excuse President Christian from the meeting. Director DeVenny seconded the motion, and it was carried unanimously.

Other persons present were Deputy Chief Sterling Folden, Director of Administration Pamela Owens, Legal Counsel John Chmil, Kammy Tinney with Pinaccol Consulting, and Luke Hawkins

c. Pledge of Allegiance.

d. Approval of Agenda.

Director Bloom moved to approve the agenda as written. Director DeVenny seconded the motion, and it carried unanimously.

**II. PUBLIC/MEMBER PARTICIPATION**

None

**III. PRESENTATIONS**

a. May 2022 Election

Director of Administration Owens updated the Board on the current supply chain issues affecting the materials needed to assemble the mail-out ballots. The shortage is widespread, and all attempts to find any have been met with challenges. Due to this problem, we are requesting the Board to change the May 3, 2022, Election from a mail-out ballot election to a polling place election. There was a discussion about where to locate the polling locations and how many to have. Absentee ballots will also be available on request for individuals who may not be able to make it to a polling location.

**IV. ACTION ITEMS**

a. Resolution 2202-4 Authorizing a Change to the Regular Election to be Held May 3, 2022, From a Mail Ballot Election to a Polling Place Election

**Motion:** Director Whitlow moved to approve Resolution 2202-4, Authorizing a change to the regular election to be held May 3, 2022, from a mail ballot election to a polling place election. Director DeVenny seconded the motion, and it was carried unanimously.

**V. BOARD MEMBER ITEMS**

Director Whitlow thanked everyone for coming together on short notice and Kammie Tinney for attending.

**VI. ADJOURNMENT**

There being no further business to come before the meeting, Director Bloom moved to adjourn the meeting at 6:15 pm. Director Whitlow seconded the motion, and the motion was carried unanimously.

The preceding minutes are approved by the Mountain View Fire Protection District Board of Directors and constitute the official minutes of the meeting held on the date stated above.

*Laura McConnell*                      05 / 05 / 2022  
\_\_\_\_\_  
Vice President Laura McConnell                      Date

*Colleen G. Whitlow*                      05 / 06 / 2022  
\_\_\_\_\_  
Board Secretary, Colleen Whitlow                      Date

## Action Items

### January 5, 2022

None

### January 18, 2022

**Action:** Chief Beebe said that the Letter is already in progress and will bring to the next Board meeting.

### January 22, 2022

**Action:** Director DeVenny asked for a copy of the Strategic Plan

**Action:** John Chmil will be preparing an Adopted Records Management Policy to present to the Board at the March meeting.

## Motions

### January 5, 2022

**Motion:** Director DeVenny moved to approve Resolution 2022-1. A Resolution Extending the Declaration of a Local Disaster Emergency. Director McConnell seconded the motion, and it carried unanimously.

### January 18, 2022

**Motion:** Director Bloom moved to approve the First Amendment to the Fire Chief's Contract. Director Whitlow seconded the motion, and it carried unanimously.

**Motion:** Director McConnell moved to approve the request for permission to edit and update AOG AD-0024 and AOG FI-0089. Resolution 2021-9. Director Bloom seconded the motion, and it carried unanimously.

**Motion:** Director DeVenny moved to approve the Haynie and Company engagement letter for the 2021 audit. Director Whitlow seconded it, and it carried unanimously.

**Motion:** Director McConnell moved to approve the Stryker Purchase Agreement. Director Bloom seconded it, and it was carried unanimously

### February 22, 2022

**Motion:** Director Bloom moved to approve the Policy Revision for AD101 and FI101, Chief's Authority for Contracts and Budgeted Expenditures/Budgeted Line Items. Director McConnell seconded it, and it carried unanimously.

**Motion:** Director Whilow moved to approve the Handbook Revision, Nepotism, and Personal Relationships. Director McConnell seconded it, and it was carried unanimously.

**Motion:** Director DeVenny moved to approve Resolution 2022-2 Designating a Custodian of Records and Adopting an Open Records Policy for the District. Director Whitlow seconded it, and it carried unanimously.

**Motion:** Director Whitlow moved to approve the IGA for Automatic and Mutual Aid for Wildland and All-Risk Response. Director McConnell seconded it, and it carried unanimously.

### March 22, 2022

**March 31, 2022**

**Motion:** Director Whitlow moved to approve Resolution 2202-4, Authorizing a change to the regular election to be held May 3, 2022, from a mail ballot election to a polling place election. Director DeVenny seconded the motion, and it was carried unanimously.

<b>TITLE</b>	Documents from 4.19 meeting
<b>FILE NAME</b>	02.22.2022-...Minutes.pdf and 3 others
<b>DOCUMENT ID</b>	1c25fac8c48c865271043ff2668ee010761a3e38
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	✉ Signed

## Document History



**05 / 05 / 2022**  
16:40:40 UTC

Sent for signature to Chad Christian (cchristian@mvfpd.org), Colleen Whitlow (cwhitlow@mvfpd.org) and Laura McConnell (lmccconnell@mvfpd.org) from powens@mvfpd.org  
IP: 50.235.108.104



**05 / 05 / 2022**  
16:43:52 UTC

Viewed by Chad Christian (cchristian@mvfpd.org)  
IP: 212.102.44.169



**05 / 05 / 2022**  
16:44:13 UTC

Signed by Chad Christian (cchristian@mvfpd.org)  
IP: 212.102.44.169



**05 / 05 / 2022**  
16:48:32 UTC

Viewed by Laura McConnell (lmccconnell@mvfpd.org)  
IP: 73.14.200.245



**05 / 05 / 2022**  
16:55:03 UTC

Signed by Laura McConnell (lmccconnell@mvfpd.org)  
IP: 73.14.200.245

<b>TITLE</b>	Documents from 4.19 meeting
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<b>DOCUMENT ID</b>	1c25fac8c48c865271043ff2668ee010761a3e38
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<b>STATUS</b>	 Signed

## Document History

**05 / 06 / 2022**  
14:38:58 UTCViewed by Colleen Whitlow (cwhitlow@mvpfd.org)  
IP: 24.54.160.73**05 / 06 / 2022**  
14:40:17 UTCSigned by Colleen Whitlow (cwhitlow@mvpfd.org)  
IP: 24.54.160.73**05 / 06 / 2022**  
14:40:17 UTC

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